

**CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
DECEMBER 8, 2011**

ATTENDANCE: Carvin Hillard, Chair; Warren Pena; Nicholas Kydes (7:28 p.m.)
John Ignani (7:30 p.m.);

STAFF: Lisa Biagiarelli, Tax Collector; Karen DelVecchio, Director, IT;
Fred Gilden, Comptroller; Michael Mocciae, Director, Parks and
Recreation

OTHERS: Bruce Kimmel, Common Council

Mr. Hilliard opened the meeting at 7:21 p.m. and noted that there was not a quorum present.

**CLAIMS COMMITTEE: RECEIVE THE MONTHLY CLAIMS REPORT;
REVIEW AND APPROVE CLAIMS AS REQUIRED FOR CLAIMS REPORT
DATED: NOVEMBER 10, 2011 DECEMBER 8, 2011**

Ms. Biagiarelli explained that there were two months of claims, but none were over \$10,000 and therefore no vote was needed. She referred to the memo in the packet explaining why she attends these meeting. She said that she provides a narrative as well as a monthly tax collection report. The narrative explains what they are working on or if there are any current enforcement issues.

**NARRATIVE ON TAX COLLECTIONS DATED DECEMBER 8, 2011-
RECEIVE REPORT AND DISCUSS.**

**MONTHLY TAX COLLECTOR'S REPORT DATED NOVEMBER 30, 2011 -
RECEIVE REPORTS AND DISCUSS.**

Ms. Biagiarelli reviewed the narrative on tax collections and the monthly tax collector's report. She said that they were slightly behind last year's collections. All of the tax bills will go out on Monday and people will have until February 1, 2011 to pay their taxes.

Ms. Biagiarelli said that they are working on the tax sale. She said that they sent out one letter and as a result, collected \$368,000. Ms. Biagiarelli said that they are going to be doing more enforcement with the Health Department. In addition, they just did wage garnishments for Board of Education and City employees for past taxes.

Mr. Kydes joined the meeting at 7:28 p.m.

Mr. Igneri joined the meeting at 7:30 p.m.

Mr. Hilliard announced that a quorum was now present and went to the beginning of the agenda.

**APPROVE THE MINUTES OF THE FOLLOWING FINANCE COMMITTEE
MEETING: OCTOBER 13, 2011 AS PRESENTED**

- ** MR. KYDES MOVED TO APPROVE THE MINUTES OF THE FOLLOWING FINANCE COMMITTEE MEETING: OCTOBER 13, 2011 AS PRESENTED**
- ** MOTION PASSED UNANIMOUSLY**

The following two items were sent to Parks & Recreation Committee from the OCTOBER 13, 2011 Finance Committee meeting. The license reader system was unanimously approved and returned.

Mr. Moccia explained the item. He said that there was capital money to replace the benches at Veteran's Park, but the public wanted to see the master plan before anything was done there. He said that he would like to move \$25,000 of that money to fund the license reader system at the Beach.

Mr. Moccia described the history of the distribution of beach stickers. He said that people work and can't come to City Hall to get their stickers during regular business hours. In addition the parking is very difficult, with 48,000 people coming in to get their passes. He said that he was given the task to administer the stickers without a budget and started working on this system in January.

Mr. Moccia said that the Parks and Recreation Committee approved a vendor and IT has \$30,000 in their budget for this project. He said that if a resident's taxes are up to date, they can register their license plate on line and print their pass. The card reader system will read the license plate. A non-resident will be able to pay at the gate. Last year, over \$200,000 was taken in at the gate. This system will also allow people to pre-register for parking at special events. Residents with leased vehicles will be able to register their license plates on line and print their passes. Passes can also be printed at the Senior Center and at the libraries.

Test cases were done and there were no issues. This has to be done as soon as possible and cameras will have to be installed at Calf Pasture and Veteran's Park. Public Works is going to purchase the same cameras for the Transfer Station. Ms. DelVecchio said that there will be one data base. Mr. Igneri asked if there would be a discount because of both departments buying the cameras. Ms. DelVecchio said that they will be sure to negotiate the cost.

This system will read the front plate only. It is illegal to not have a front plate. Motorcycles will have to be checked manually.

Mr. Pena asked if there was a system in place to prevent people from replicating their passes. Mr. Moccia explained that the pass can't be given to anyone else, because the reader, reads the license plate and not the pass.

Mr. Igneri asked if each car gets a pass. Ms. DeVecchio explained that each car gets a pass. When the resident registers they are asked to provide their license plate number, VIN number and a description of the car. Mr. Pena asked if there were any consequences if someone tries to replicate a pass. Mr. Moccia said that the Police will be called for theft of service.

Ms. DeVecchio said that another benefit of this system is that they will be able to ask residents for their e-mail addresses. That will give Mr. Moccia an opportunity to inform them about events or beach closings. The system will also create reports letting Mr. Moccia know how many people visit the beach and when.

Mr. Moccia noted that Westport charges \$425 for each residential vehicle. Our beach is nicer and is free to the residents.

**** MR. KYDES MOVED TO AUTHORIZE A REDUCTION IN THE AMOUNT OF \$25,000 TO THE APPROVED CAPITAL APPROPRIATION OF \$50,000 FOR VETERANS MEMORIAL PARK (ACCOUNT 09116030-5777-C0367).**

AND TO AUTHORIZE A SPECIAL CAPITAL APPROPRIATION IN THE AMOUNT OF \$25,000 FOR THE PARTIAL PURCHASE OF A LICENSE READER SYSTEM (ACCOUNT 09116030-5777-C0367).

**** MOTION PASSED UNANIMOUSLY**

Mr. Gilden explained that at each meeting he will review the special appropriations from the Board of Estimate and Taxation. He said that this Committee sees the appropriations, but no action is needed.

**RECEIVE BOARD OF ESTIMATE AND TAXATION APPROPRIATIONS
FROM DECEMBER 5, 2011.**

**** MR. PENA MOVED TO RECEIVE THE BOARD OF ESTIMATE AND TAXATION APPROPRIATIONS FROM DECEMBER 5, 2011.**

**** MOTION PASSED UNANIMOUSLY**

Mr. Gilden said that at the next meeting, Mr. Hamilton will go through the budget process with the Committee as well as the role of the Common Council.

Mr. Hilliard said that when they get into the finance budget, he asked that all questions come through the Chair rather than having side conversations. Mr. Kydes said that this way questions can be answered in an organized way.

**** MR. KYDES MOVED TO ADJOURN**

**** MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 8:00 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services